

**IDAHO LICENSING BOARD OF PROFESSIONAL COUNSELORS AND
MARRIAGE AND FAMILY THERAPISTS**
Division of Occupational and Professional Licenses
P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 7/16/2021

**THIS IS A DRAFT DOCUMENT THAT HAS NOT BEEN APPROVED BY THE
BOARD**

BOARD MEMBERS PRESENT: Dennis M Baughman, LCPC - Chair
Spencer Zitzman, Ph.D., LMFT
Regina R Moro, Ph.D., LPC
Steven I Lanzet, LCPC, LMFT
Tami S Kammer, LMFT, LCPC

DIVISION STAFF: Anne Lawler, Section Bureau Chief
Lori Peel, Investigative Unit Manager
Nicholas Krema, General Counsel
Janett Scott, Financial Unit
Katie Stuart, Board of Nursing
Tyler Williams, Board Prosecutor
Pam Rebolo, Board Specialist

OTHERS PRESENT: Chad Yates, Idaho Counseling Association
Liz Hatter, Idaho Counseling Association
Stephanie Alvarez, Idaho Association for Spiritual,
Ethical, and Religious Values in Counseling
Kayla Pedigo, Idaho Mental Health Counselors
Association

The meeting was called to order at 8:30 AM MDT by Dennis M Baughman, LCPC.

COMPLAINT MEMORANDUM

Ms. Peel gave the investigative report, which is linked above.

EXECUTIVE SESSION

Dr. Moro made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to retain a license or registration. It was seconded by Mr. Lanzet. The vote was: Ms. Kammer, aye; Dr. Moro, aye; Dr. Zitzman, aye; Mr. Lanzet, aye; and Mr. Baughman, aye. Motion carried.

Mr. Lanzet made a motion to come out of executive session. It was seconded by Ms. Kammer. Motion carried.

DISCIPLINE

Mr. Williams presented a memorandum regarding case numbers COU-2021-9; COU-2021-11; COU-2021-12 and COU-2021-14. After discussion, the Board gave recommendations for appropriate discipline.

Dr. Moro made a motion to accept the Findings of Fact, Conclusions of Law and Final Order regarding case number COU-2022-2. It was seconded by Dr. Zitzman. Motion carried.

FOR BOARD DETERMINATION

Mr. Lanzet made a motion to approve the Division's recommendation and authorize closure without an advisory letter in case numbers I-COU-2019-20; I-COU-2019-39; I-COU-2019-42; I-COU-2020-16 and I-COU-2021-11. It was seconded by Dr. Zitzman. Motion carried.

FINANCIAL REPORT

Ms. Scott gave the financial report, which indicated that the Board had a cash balance of \$120,106.39 as of 6/30/21.

DIVISION BUSINESS

Katie Stuart presented information regarding the Request for Proposal (RFP) for recovering health care professionals also known as impaired professionals. Ms. Stuart stated that the RFP was canceled and will be put back out to bid in the next few months. She stated that the process can take from 4-6 months.

TO DO LIST

The Board reviewed the To Do List and no action was taken.

BOARD BUSINESS

COUNSELING COMPACT

Ms. Lawler discussed the information which was presented at the last Board meeting regarding the interstate compact for mental health professionals and stated concerns with the information which was presented and the lack of information regarding disciplinary matters. Ms. Lawler explained the various types of compacts which several Idaho state agencies have established. Ms. Lawler asked for volunteers for a work group to gather additional information to present to the Board at the next scheduled Board meeting. Mr. Lanzet and Dr. Moro volunteered as well as Ms. Kammer when available.

APPLICATION PROCESS DISCUSSION

The Board discussed the application review process. Mr. Lanzet made a motion to have staff create a plan/document to streamline all the license and CE audit approvals, looking at each process and propose an approval flow chart that staff

would follow. The Board requested a plan to be proposed at next Board meeting. It was seconded by Ms. Kammer. Motion carried.

After further discussion regarding what actions the Board could take today to delegate certain approval tasks to staff, Mr. Lanzet agreed to withdraw his motion. Ms. Kammer made a motion to have staff compile an algorithm for all application approvals by staff without Board member review and present the algorithm at the next Board meeting. Ms. Kammer added to have staff approve clean endorsement applications for LMFT and LCPC unless the application has concerns or adverse information, and in those cases, the application will be sent to a Board member for review and recommendation. It was seconded by Dr. Moro. Motion carried.

Ms. Kammer made a motion to have Board staff review continue education documents for reinstatements and audits unless concerns of a provider or workshop. It was seconded by Dr. Moro. Motion carried.

INVOICE AASCB

Ms. Kammer made a motion to pay \$900.00 for association fees to the American Association of State Counseling Boards. It was seconded by Dr. Moro. Motion carried.

CONFERENCE UPDATES AND ATTENDANCE

Ms. Kammer made a motion to approve travel and expenses for two Board members to attend the Association of Marriage and Family Therapy Regulatory Boards (AMFTRB) in September in Washington, D.C. It was seconded by Mr. Lanzet. Motion carried.

Ms. Kammer made a motion to designate Mr. Lanzet as the representative for the Board at the annual Idaho Counseling Association in Boise. It was seconded by Dr. Moro. Motion carried.

BOARD ELECTION

Ms. Kammer made a motion to re-elect Mr. Baughman as chair and Dr. Zitzman as vice-chair. It was seconded by Dr. Moro. Motion carried.

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Mr. Lanzet made a motion to come out of executive session. It was seconded by Ms. Kammer. Motion carried.

APPLICATIONS

Dr. Moro made a motion to table the following pending receipt of additional information:

901143448

It was seconded by Dr. Zitzman. Motion carried.

Dr. Moro made a motion to approve the following pending receipt of additional information and review by a Board member:

901068502

901072887

901150214

It was seconded by Dr. Zitzman. Motion carried.

NEXT MEETING was scheduled for October 22, 2021 at 8:30 AM MST.

ADJOURNMENT

Ms. Kammer made a motion to adjourn the meeting at 2:00 PM MDT. It was seconded by Mr. Lanzet. Motion carried.

Dennis M Baughman, LCPC, Chair